

5 May 1961

MEMORANDUM FOR: DD/P Records Management Officer

SUBJECT : Book Dispatches

REFERENCE : Your Memo for SSA-DD/S, dtd 25 April 61, same subj.

25X1A9a 1. Your campaign to eliminate Book Dispatch collections in order to reduce paper holdings is an effort with which we heartily concur. [REDACTED] the SSA-DD/S, agrees with your proposal to refer Book Dispatches on administrative subjects to this office for review and decision as to their elimination, and has designated [REDACTED] of this Staff to work on this on a priority basis.

25X1A9a 2. [REDACTED] has already begun this task and there is returned to you herewith Book Dispatches Nos. 67, 96, 153, 184, 197, 213, 277, 278, 341, 343, 402, 408, 410, 411, 424, 430, 479, 485, 486, 488, and 494 which have served their purpose and can be destroyed.

3. We will pursue this matter vigorously and will keep in touch with you on any questions which may arise.

25X1A9a

Assistant SSA-DD/S

Attachments:

21 Book Dispatches as stated above

ASSA-DD/S:FPB/ms (5 May 61)

Distribution:

- Orig & 1 - Addressee, w/atts
- 1 - SSA-DD/S Subj, w/o atts ✓
- 1 - FPB Chrono, w/o atts

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